



Board of Trustees - Study Session

Tuesday, January 23, 2024 at 5:45 pm

**PLEASE SILENCE ALL CELL PHONE AND ELECTRONIC DEVICES.
THANK YOU**

1. Meeting Information

207 Muegge Way, Bennett, CO 80102

For a live stream of the meeting use the information below:

For a live stream of the meeting use the information below:

<https://us02web.zoom.us/j/84285000718>

Meeting ID: 842 8500 0718

Passcode: 677682

One tap mobile

+16699006833

2. Community and Economic Development Department Update

Greg Thompson, Community and Economic Development Director

Attachments:

- **Community and Economic Development Department Update** (Dept_Update.pdf)
- **REVIVE Grant Program Results; Mr. Keahey - Paint** (1_-_MrKeaheyPaint.pdf)
- **REVIVE Grant Program Results; Mr. White - Deck** (2_-_MrWhiteDeck.pdf)
- **REVIVE Grant Program Results; Ms. Olsen - Turf** (3_-_MsOlsenArtTurf.pdf)

3. Community Services Department Update

Keith Buono, Lead Community Services Officer

Attachments:

- **Community Services Department Update** (4thQuarter2023Report.pdf)
- **2023 Cases** (Case_Types_Opened_2024.pdf)

4. Municipal Court Department Update

Christina Hart, Municipal Court Clerk

Attachments:

- **Municipal Court Department Update** (Q4_2023_Municipal_Court_Report.pdf)

5. Arapahoe County Sheriff's Fourth Quarter Report 2023

Michael Reed, Lieutenant, Precinct 8 Liaison

Attachments:

- **Arapahoe County Sheriff's Fourth Quarter Report 2023** (Bennett_Stats_4th_Quarter_2023.pdf)

6. Adams County Sheriff's Fourth Quarter Report 2023

Data not available at time of publication

Contact: Christina Hart (chart@bennett.co.us 303-644-3249 x1001) | Agenda published on 01/19/2024 at 1:45 PM

DEPARTMENT PROGRESS REPORT



TO: Mayor and Town of Bennett Board of Trustees
FROM: Greg Thompson, Community and Economic Development Director
DATE: January 23, 2024Com
SUBJECT: Community and Economic Development Department Update

Management Summary

The Community and Economic Development Department team anticipates a 2024 which continues to provide excellent customer service, improves processes for customers and proposes changes to Codes that would benefit residents and the Town.

A variety of changes are anticipated in the first six months of 2024, including changes to the Landscape portion of the Zoning Code coming forward to the Board of Trustees and beginning the needed Subdivision Regulation revisions. We always keep an eye on processes we administer to make improvements and make effort to provide positive connection with community members.

Staffing Updates

The Community and Economic Development Department was sad to see Steve Hebert, Planning Manager, go as he retired at the end of 2023. However, we are confident in the team we have and are clear in our mission to ensure residents and developers have a fair, speedy and consistent process. We have our full complement of 7 staff members.

Projects Status & Milestones

Economic Development Division Update

We filled the position in this Division as a Management Analyst. Brenda Kroh will primarily be working on Economic Development issues, but will also have the opportunity to bring forward occasional code changes for the Department. She has begun meeting existing businesses and has reached out to a few potential businesses that could potentially locate in Bennett. We are excited to have her local background and knowledge on our team.

Business Retention

Last summer, as part of the I-70 exit 304 interchange closure, I had the opportunity to meet with most of the businesses in Town. While I wasn't delivering the best message, it was a good opportunity. This gave me a chance to learn more about the existing businesses and ways the Town can better support our business community. Over the next few months, Brenda will meet with Bennett businesses to learn more about them and lend support as needed. We have been making contacts with economic development partners in the region, including CORE, Metro Chamber, Rocky Mountain Partnership (RMP), AC-REP, I-70 Chamber of Commerce, peers at Adams County Community and Economic

Development Department, City of Brighton, Town of Lochbuie and Staff at Colorado's Office of Economic Development and International Trade. These regional and state-wide partnerships and connections will be helpful in creating programs and providing resources to meet the Bennett business community's needs.

The Board of Trustees approved a property lease and economic development incentive package for Open and Affordable Dental to expand their surface parking lot and dental practices in the community. The incentive agreement and lease have been executed and their plans have been approved. Construction on the parking lot itself has not yet begun.

Business Recruitment

The Town hosted a broker tour in November which was designed to provide property owners, developers and real estate brokers the opportunity to learn more about Bennett and locations which would be appropriate for their businesses. Following the tour, several businesses expressed further interest in Bennett, with one sit-down restaurant broker asking for additional information and follow-up and a fast-food restaurant asking about site characteristics. All in all, the tour did what it was designed to do... get the word out about Bennett to people who may have interest in locating a business in Town.

Rachel and Trish attended the ISCS conference and reported on numerous attractive business opportunities interested in Bennett. We heard great feedback from some franchises and their desire to locate in Bennett. The broker tour furthered these connections.

Celebration of Businesses

The Town's Business Appreciation Event was held on November 2 and honored two long-standing businesses here in Bennett, McDonald's and Cost Cutters. Both of these businesses have been in town for longer than 10 years. In many respects these businesses and businesses like them form the backbone of the Town's economy. Taking one day to honor their contributions is never enough.

Over the last 6 months, several ribbon cutting celebrations occurred including:

1. The Traffic Signal at Marketplace and SH 79
2. Bennett Asian Cafe
3. Les Schwab
4. CORE Electric EV charging station at Town Hall

These businesses and developments continue to be a catalyst for our thriving community as we compete in the region. Look for other ribbon cutting ceremonies in the next 6 months, including F and M Bank, Big Box Self Storage and Walls RV Storage.

Planning Division Update

Current Planning Updates

We were pleased to welcome Steven Hoese to our team as our new Planning Manager. He comes to us most recently from Elbert County and has a wealth of local government experience that Bennett will now benefit from.

In the second half of 2023, the following items were brought forward for public review, including:

1. Update to the Sign Code portion of Chapter 16
2. In conjunction with the Town Administrator's office:
 - a. Created a land use in the Bennett Code called Teacherage
 - b. Provided information to the Board concerning Proposition 123
3. Participated in the:
 - a. Pearl Street Cost Sharing and Reimbursement Agreement
 - b. Muegge Farms Filing No. 7 Subdivision Agreement
 - c. Bennett Ranch Filing No. 1 First Amendment to the Subdivision Agreement
4. Penrith Road ROW Vacation
5. Bennett Crossing Filing No. 1 First Amendment Minor Subdivision

Chapter 16 Updates

The Planning Division continues to work on updates to the zoning regulations in Chapter 16 of the Bennett Municipal Code. Updates to Article III of Chapter 16 - Sign Regulations were approved by the Board in July. Another anticipated change in the next few months is a revamp to the Landscape portion of the Code. We are also anticipating modifications of the Subdivision Regulations later in 2024.

Community Development Division Update

Homes are under construction in Muegge Farms 4th Filing and Bennett Village. As of December 15, Lennar - Muegge Farms has been issued all residential building permits and 51 of 65 CO's. Bennett Village has been issued 84 permits and 38 of 132 CO's. The Bennett Ave Townhomes are under civil construction with master plans close to approval. Oakwood Homes has master plans in review for their portion of Muegge Farms 4th Filing. Richmond Homes (Horizon Village) and LGI (Bennett Ranch) have been in contact regarding permitting processes and master plans but have not submitted masters at this time. We anticipate receiving masters for review in Q1 2024.

Commercial construction is under way for Farmers and Merchant Bank, Best Box Self-Storage and Walls RV Storage facility. Les Schwab and Atlas Consulting completed construction and received CO's. Simon Concrete has completed construction and a CO is pending approval of a water agreement. Civil construction is underway at Shops at Bennett and will resume paving with warmer weather in spring 2024. Remodels for Quiktrip, King Soopers and Love's are in various stages of permitting for construction in 2024.

Permit Summary

In the first six months of 2023, 225 permits were issued with a total valuation of \$46,097,645. In the second half of the year, up through December 15, an additional 312 permits have been issued with a total valuation of \$23,069,259. This drop in valuation is a result of commercial permits pulled earlier in the year and permit issuance for the Lennar portion of Muegge Farms 4th Filing project completed in August. By comparison, July-December 15 of 2022 saw 149 permits pulled for a total valuation of \$7,014,113.

Building permits issued by the Town include the following monthly totals for 2023:

Monthly Totals	
January	33
February	18
March	42
April	56
May	41
June	35
July	36
August	65
September	76
October	60
November	58
December	17

Permit Type		Permit Type	
Residential - Alteration/Remodel	4	Commercial – Alteration/Remodel	3
Residential - Landscaping	1	Commercial - New Tenant/Finish	0
Residential – New	69	Commercial Quick Permit/Outdoor	12
Residential – New Master Plan	4	Commercial Site Work	3
Residential - Outdoor	3	Demolition	0
Residential - Solar	20	Sign	1
Residential - Quick Permit	163	Temporary Use	1
Fence	11	Utility Infrastructure	4
Grading	0	Right-of-Way	9

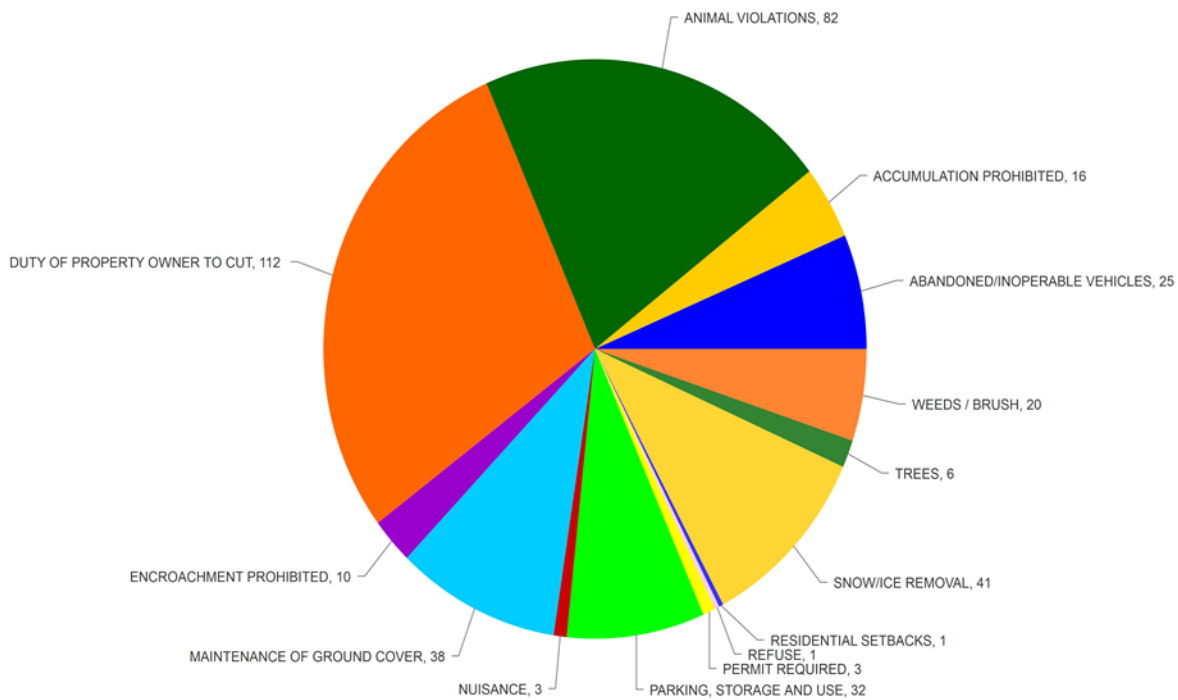
Training Summary

Staff attended trainings with the Colorado Association for Permit Technicians covering Residential Plan Review, Commercial Fire Stopping Practices and Electrical Wiring and Installation. Staff also attended the International Code Council annual conference and business meeting. The Community Development department has fully implemented Bluebeam to support electronic plan review and is currently piloting SolarApp+, a program that streamlines review and permitting for residential solar applications. The

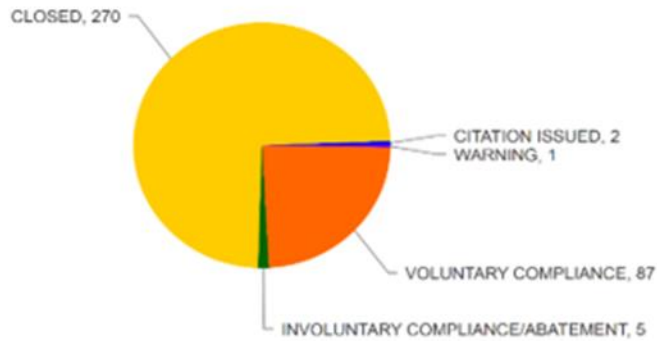
department has continued to streamline the inspections process and has published inspection guides for both Residential and Commercial projects to the Town website.

Community Service Division Update

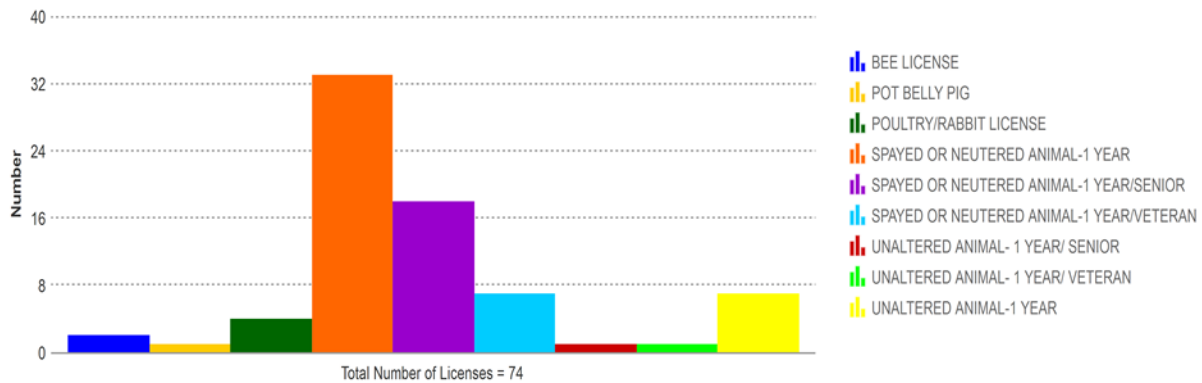
The Community Service Officers provide quarterly updates to the Board of Trustees, along with the Adams County Sheriff’s Office, Arapahoe County Sheriff’s Office and the Municipal Court. Community Service Officers provide animal control, code enforcement and first responder services for the Town in conjunction with the Adams County Sheriff’s Office and Bennett-Watkins Fire District. Some of the more notable emergency response activities the division participated in during the second half of the year were the weapon’s discharge at Trupp Park, endangered infant on Fifth Street, traffic control for an overturned tractor trailer and a tractor lodged on the guardrail of Old Victory Road, the 390 Sixth Street residential fire and the train derailment west of the Sky View residential area.



Community Service Officers initiated 390 cases in 2023. Duty of Property Owner to Cut, Animal Violations, Snow / Ice Removal and Maintenance of Ground Cover topped the list accounting for seventy percent of the cases in 2023.



Community Service Officers were able to close, by obtaining voluntary or involuntary compliance for 365 cases. This represents a ninety-three percent closure rate for 2023. This leaves approximately twenty-five cases open due to awaiting court proceedings or waiting for designated timeframes to expire.



This was the first year that the Town only offered one-year animal registration. Animal registration for 2023 totaled seventy-four animals, which is less the ninety-eight from 2022. Approximately one-third of the 2022 registrations were three-year registrations, which will be renewed in January of 2025. This accounts for the drop in this year's registrations.

Community Service Officers participated in multiple training opportunities in 2023 totaling approximately 161 hours. Some of the classes were Poultry Investigations, Forensic Veterinary Investigations, Confined Space Training, CDOT Flagger Training, Adams County Health Department Rabies Training, Written Warrant Training, Hoarding Task Force- A Collaborative Approach and Equine Investigations Training. Officer Buono and Officer Zimmerman researched free and low-cost educational opportunities to obtain required training hours and reduce the impact on the Town's budget.

Officer Zimmerman completed the Code 3 animal training and is a Certified Animal Cruelty Investigator. She is currently accruing Bureau of Animal Protection (BAP) training hours to become a state certified investigator. The BAP certification will allow her to initiate felony charges against violators. Officer Buono completed the Colorado Association of Code Enforcement Officer training and is a Certified Code Enforcement Officer.

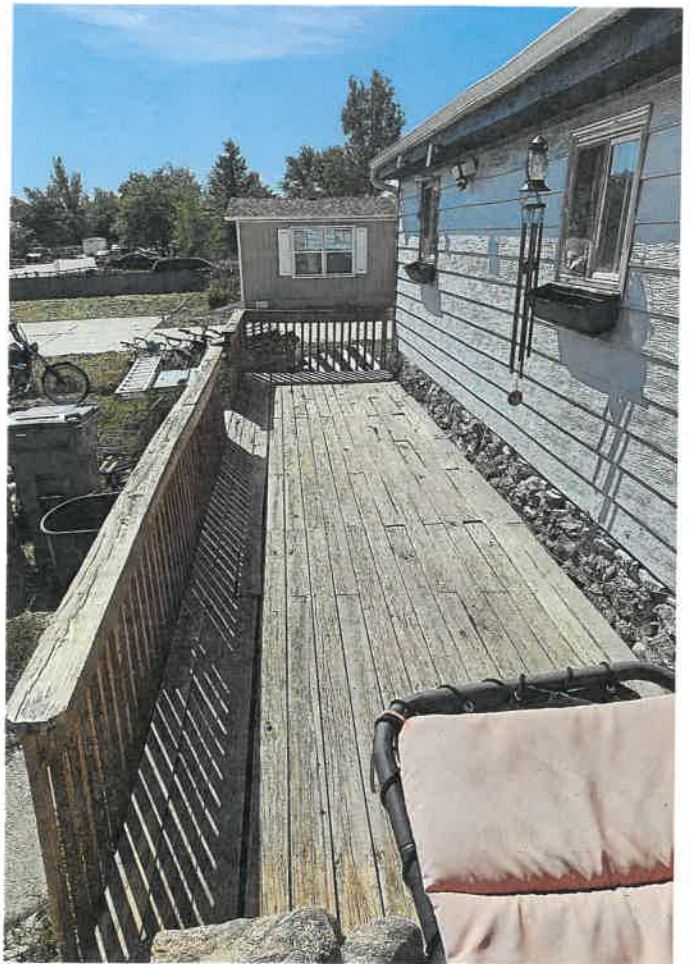
Community Service Officers focused on community relations and achieved over 480 community contacts involving ordinance education, general questions, branded item giveaways and by taking complaints. Additionally, Community Service Officers worked with Bennett High School Staff to provide opportunities for students to receive voluntary community service hours for graduation. They also participated in Town sponsored events such as Bennett Days, Community Night Out, Bennett Clean-up Day, Bennett Fall Clean-up and Tire Collection, Breakfast with Santa and the Holiday Help Program.

The division has submitted eleven code updates, a body worn camera policy and a training manual for review. Seven Exago reports have been developed to be used in conjunction with SmartGov to streamline data retrieval and presentation. A GIS map was created, in conjunction with Ms. Karlie Sharp, showing violation locations and repeat offenders. This map will aid staff to determine where enforcement needs to be focused. A staff training tracker has also been developed to aid documenting the divisions annual training.

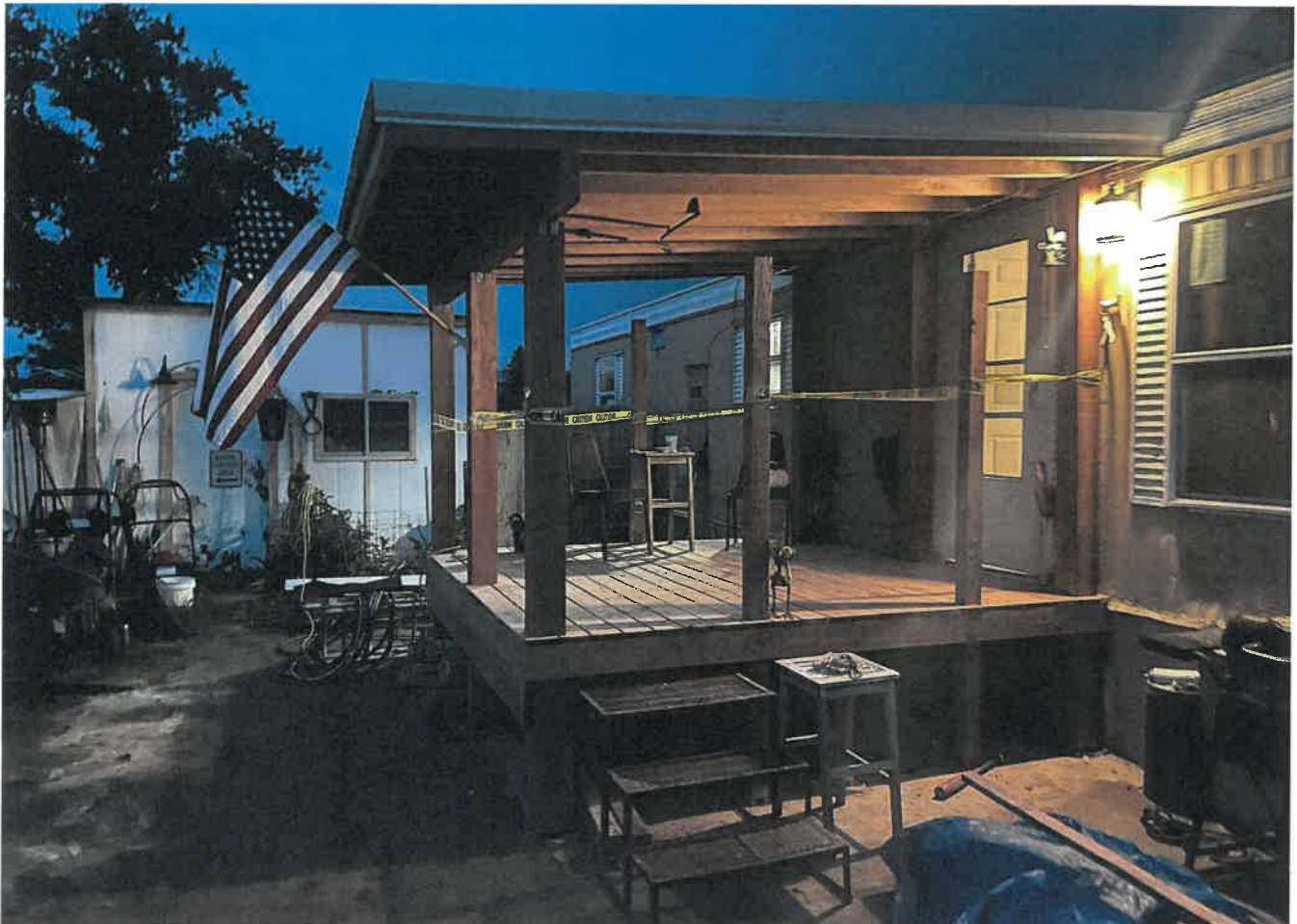
The division administered the REVIVE Grant program, successfully assisting twenty-two residents with improvements to their homes totaling \$49,327. Attached are several examples of completed upgrades to homes around town. The first is a deck repair and upgrade requested by Mr. White on Cherry Street, the second example was requested for painting the exterior of Mr. Keahey's home on Second Street and the final example was for installation of artificial ground cover (replacing dead grass) by Ms. Olsen for her home on Centennial Way. The REVIVE Grant is a very helpful program to the residents of the Town and an effective tool to help prevent potential municipal code violations.

Attachments

1. REVIVE Grant Program Results; Mr. Keahey – Paint
2. REVIVE Grant Program Results; Mr. White – Deck
3. REVIVE Grant Program Results; Ms. Olsen - Turf











DEPARTMENT PROGRESS REPORT



TO: Mayor and Town of Bennett Board of Trustees
FROM: Keith Buono, Lead Community Services Officer
DATE: January 23, 2024
SUBJECT: Community Services Progress Report

Management Summary

The Community Services Officers' schedules will continue to be the following until the school year ends:

- Officer Keith Buono will work Sunday 10:00am to 6:00pm and Monday through Thursday 7:00 am to 3:00 pm.
- Officer Sonya Zimmerman will work Tuesday through Saturday 10:00 am to 6:00 pm

The Community Services staff participated in the following emergency response activities in 2023:

- Trupp Park shooting incident;
- Endangered infant;
- Overturned tractor trailer;
- Tractor on guardrail;
- Residential fire; and
- Train derailment

Community Service Officers completed 161 hours of training which included certification as a Certified Animal Cruelty Investigator (Officer Zimmerman) and a Certified Code Enforcement Officer (Officer Buono).

Staff designed seven Exago reports, database report creator for SmartGov, to provide and streamline data retrieval and presentation. In Addition, Community Service Officers, in conjunction with Ms. Karlie Sharp, collaborated and designed a GIS map to plot current violations in the Town and identify habitual offenders. This map aids staff in focusing enforcement in areas with the greatest number of violations and helps to ensure follow-up measures.

The REVIVE Grant was successfully administered and assisted 22 residents with improvements to their homes in 2023. The total program expense in 2023 was \$49,327.

Projects Status & Milestones

The Business Windshield Survey was completed on December 30, 2023. Staff have followed up with the noted discrepancies and have achieved compliance from all but two business. The outstanding businesses are currently working with staff to mitigate the issues, one of which is on a department issued compliance schedule.

A total of five animals were removed from the Town during the fourth quarter. The Town removed a total of 55 animals during 2023.

A total of 390 cases were opened in 2023. Below are the top violations from last year that accounted for roughly 70 percent of cases:

- Duty of Property Owner to Cut;
- Animal Violations;
- Snow and Ice Removal; and
- Maintenance of Ground Cover

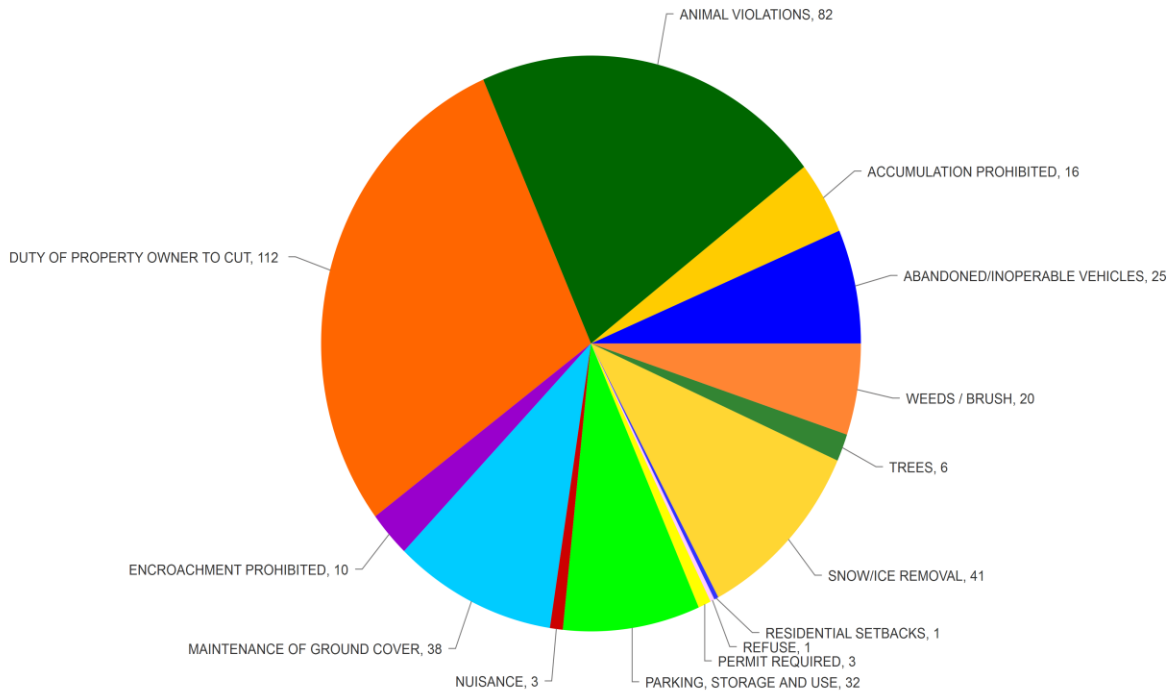
Community Service Officers obtained voluntary or involuntary compliance for 365 cases. This represents a 90 percent closure rate for 2023. Approximately 25 cases are open awaiting court proceedings or for correction time frames to expire.

Community Service Officers focused on community relations during 2023 to increase understanding and cooperation with residents. Staff made approximately 480 contacts, averaging 40 contacts per month, pertaining to complaints, education, general questions and branded item giveaways.

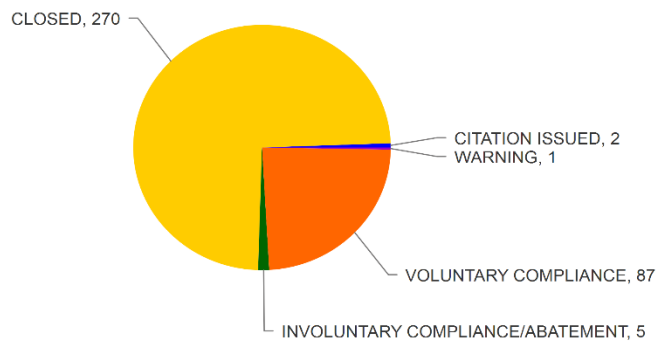
Attachments

1. 2023 Cases

2023 - Case Types Opened



2023 - Cases Closed





DEPARTMENT PROGRESS REPORT

welcome neighbors.

TO: Mayor and Town of Bennett Board of Trustees
 FROM: Christina Hart, Municipal Court Clerk
 DATE: January 23, 2024
 SUBJECT: Municipal Court Department Update

Management Summary

The Bennett Municipal Court received a total of 74 citations from November 8, 2023 through January 17, 2024. The next Bennett Municipal Court hearings are scheduled for January 24, 2024.

The table below shows the citation comparison between the third quarters of 2021, 2022 and 2023, as well as the revenue received. The citations are designated by county.

Total Citations – Adams County	Revenue
Q4 2021 – 23 citations	\$6,275
Q4 2022 – 79 citations	\$6,995
Q4 2023 – 74 citations	\$4,885
Total Citations – Arapahoe County	Revenue
Q4 2021 – 0 citations	\$0
Q4 2022 – 0 citations	\$0
Q4 2023 – 0 citations	\$0

The table below shows the citations issued during the fourth quarter of 2023. All animal control and code violations require a mandatory appearance before the Court.

Animal Control Violations	Total Citations
Q4 2023	
Animals Running at Large	4
Aggressive Animals	2
Excessive Number Prohibited (Dogs)	1
Code Enforcement Violations	Total Citations
Q4 2023	
Enforcement (BMC 16-1-345)	1



ARAPAHOE COUNTY
COLORADO'S FIRST



Arapahoe County Sheriff's Office
Town of Bennett

Fourth Quarter Calls for Service
October, November and December 2023



Total calls for 4th Quarter, 2023: 34

<u>TOTAL</u>	<u>TYPE</u>	<u>Relevant Info</u>
0	Mental Health Call	N/A
2	Medical Assist	See Below
1	Assist to Other Agency	No Report
0	Disturbance (Verbal)	N/A
1	Civil Service	No Report
1	Juvenile Complaint	Info Report
0	Runaway (Juvenile)	N/A
3	Traffic/Parking Complaint	No Report
0	Loud Noise Complaint	N/A
1	Animal Complaint	No Report
2	Suspicious Vehicle	No Report
0	Suspicious Person	N/A
1	Suspicious Circumstance	No Report
1	Vehicle Accident	Accident Report
1	Residential Alarm	False Alarm
0	Fire Alarm	N/A
0	Fire	N/A

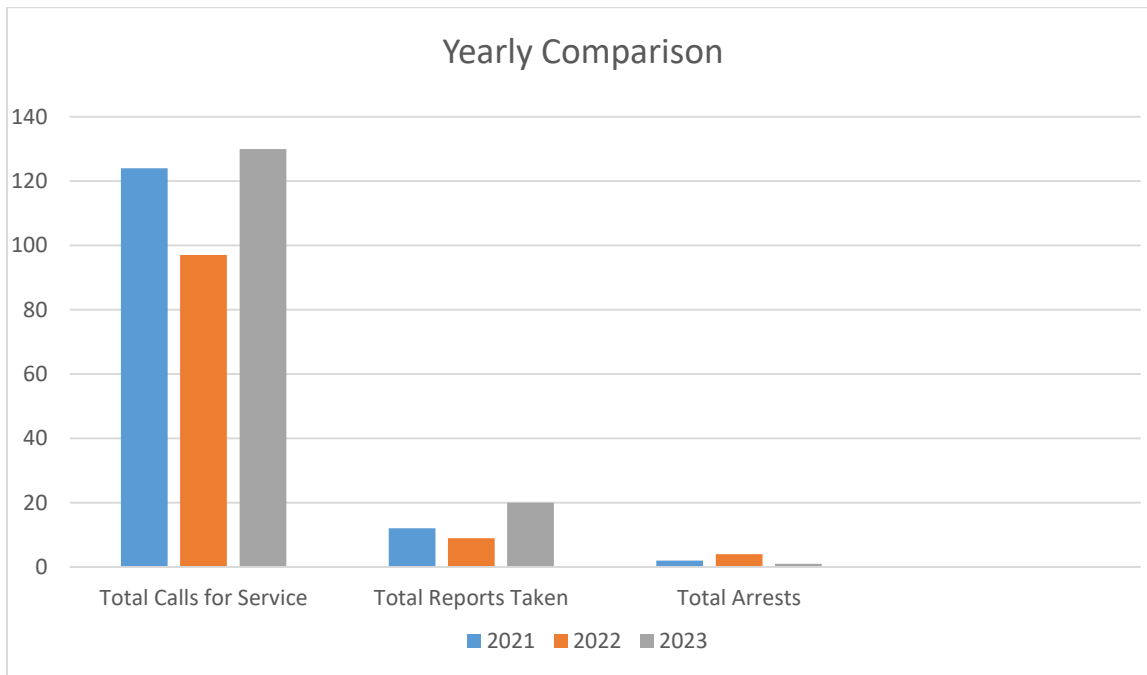
0	Drug Violation	N/A
0	Fireworks	N/A
0	TFMV	N/A
0	Theft	N/A
0	Burglary	N/A
0	Recovered Stolen Vehicle	N/A
2	Information Calls	No Report
1	Criminal Tampering	Offense Report
2	Welfare Check	No Report
3	Harassment	See Below
1	Trespass	Supplemental Report
1	Domestic Violence	Offense Report
6	Follow Up	Various
1	911 Hang up	No Report
1	Message	No Report
1	DOA	Info Report

Total Reports Taken: 9

Date	CR #	Location	Case Type	Disposition	Status
10/4/23	AC23-17144	100 I70 Frontage Rd	Medical Assist	Info Report	Closed
12/19/23	AC23-21793	996 S Pinehurst Ct	Juvenile Complaint	Info Report	Closed
12/30/23	AC23-22401	1135 Antelope Dr W	Traffic Accident	Report Taken	Closed
12/16/23	AC23-21641	1126 S Pinehurst Dr	Criminal Tampering	Report Taken	Closed
12/11/23	AC23-21287	996 S Pinehurst Ct	Harassment	Report Taken	Closed
10/28/23	AC23-18642	360 Columbine Dr	Harassment	Report Taken	Closed
11/29/23	AC23-20543	360 Columbine Dr	Dom.Vio.	Report Taken	Closed-Arrest
10/26/23	AC23-18532	1120 Antelope Dr W	DOA	Report Taken	Closed

Recent Issues:

- Numerous calls for service at 360 Columbine Dr in regard to a non-Bennett resident causing problems for the resident at this address. She has been taken into custody and charged with several domestic violence related offenses.
- The DOA on Antelope Dr is still a very active investigation. There is still no threat to the public.
- A recent call for service at the pond was the result a missing/suicidal person out of Douglas County. This person had killed themselves in their vehicle near the pond. Due to the method used it required a large response to mitigate any potential risks to the responding officers/medics. There were no threats to the community’s safety, but it was quite an extensive response which looked like it was far more than it was.



Prepared by: Lieutenant Michael Reed #00144

Date: January 10, 2024